



How to Obtain an IDEM Brownfields Program Letter of Support for U.S. EPA Brownfields Grants

Indiana applicants to the U.S. Environmental Protection Agency (EPA) for brownfields funding must submit a letter of support from the Indiana Department of Environmental Management (IDEM) as part of their proposals acknowledging that the applicant plans to perform the proposed grant activities. This is one of the Threshold Criteria; threshold criteria are all pass/fail. If applying for multiple types of grant program funding, the applicant need only submit one letter.

The strongest letters of support will contain detailed information about the project and demonstrate that IDEM understands the applicant's goals and has confidence in the applicant's abilities. **To obtain such a letter, the applicant will need to provide the following information in a brief format (no more than 2 pages):**

- ✓ Type(s) of grant(s) applying for, dollar amount(s) requested and planned use of grant funds
- ✓ Site(s) name, location, and property owner, including brief history of site(s)
- ✓ Community notice/support, community need and redevelopment plans
- ✓ Commitment to participate in IDEM's Brownfields Program or Voluntary Remediation Program for oversight

This information should be submitted by November 25, 2003 to:

Gabriele Hauer
Section Chief
Brownfields Program
Office of Land Quality
Indiana Department of Environmental Management
100 N. Senate Ave., N1101
Indianapolis, IN 46204
Phone: (317) 233-2773
Fax: (317) 234-0428
E-mail: ghauer@dem.state.in.us

Reminder: Proposals must be postmarked or sent via registered or tracked mail to U. S. EPA by **December 4, 2003**.